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STATE OF GEORGIA
RECORDS SERIES PROFILE
RECORDS RETENTION SCHEDULE
APPLICATION # 950412-01

Sheet: 1 of 1

Schedule Number: 95-0028

Effective Date: 09/20/95

Supersedes Schedule Number: 81-124A

Effective Date: 03/04/87

Agency Code: 0408-011

Agency: Office of Commissioner of Insurance

Creating Office: Insurance Division
Regulatory Services

Series

Title/Dates: Annual Statements - Foreign Companies 1969 - Present

Access: Open Record

Class: Individual

Function Documented: Licensure of insurance companies and the monitoring of their financial condition.
Insurance companies are required to file with this section annually.

Consists of: Annual financial statements from individual foreign (those companies incorporated outside Georgia) insurance companies. See Schedule 95-0029 for Domestic Annual Statements.

Note: Information is stored electronically by the National Association of Insurance.

Arrangement: By insurance categories (life, casualty, health, property, title, self-insured workers compensation groups and self-insured auto groups) thereunder alphabetically by company name.

Media: Paper

Retention

Requirements: Hold ten (10) years for administrative purposes.

Disposition Instructions: Cut off file series at end of each calendar year.

Hold in current files area one (1) year.

Transfer to local holding area three (3) years.

Transfer to State Records Center and hold seven (7) years.

Destroy.

The State Records Committee has approved these disposition instructions for the records series described in the attached records retention schedule application and in this profile.

Edward Weldon

Edward Weldon
Secretary of State Designee

10/20/95
Date